

Find Out Something about the Company 2007 Job & Transition Fair

Before you go for a job interview, you need to find out a few things about the company. When an employer finds out during the interview that you already know some things about the company, it's another indication that you know how to look for a job and are willing to take the time to do it right.*

Things you should know about the company before the interview include:

- Whether they are service, sales or manufacturing oriented
- How many people they employ
- Whether the company is known as a "good place to work" (if it isn't , think twice about trying to get a job there)
- Approximately how much the job pays
- What sort of advertising the company does
- What product or service the company is best known for
- Who buys the company's service or product



Where do you get information like this about a company? Here are some of the sources you can use:

- Your parents and their friends
- Your career/guidance counselor
- Your teacher
- People who work for the company
- Company literature
- Local newspapers
- The Chamber of Commerce
- Trade Journals
- Business Publications (i.e. Forbes, Business Week)
- Internet



As you find out information about a company -- fill out a company information sheet.

*From The Job Hunter's Workbook by Johnson and Rudolph, Southern School Media, Bowling Green, KY 42101-2242 (800) 736-0288